

FORT DETRICK
Communications Activity
Inspection Checklist

Facility _____ Area _____
Inspector _____ Date _____

	<u>Yes</u>	<u>No</u>
1. If first aid kits are used, are they approved, in writing, by local medical authorities?	_____	_____
2. If first aid kits are used, are they inventoried and inspected each month?	_____	_____
3. Are "No Smoking" signs posted in areas where flammable materials, combustible dusts, or explosive vapors may be present?	_____	_____
4. Are all power tools inspected monthly for safety?	_____	_____
5. Are all personnel who are engaged in high risk tasks, such as electrical and electronic work, thoroughly instructed in accident prevention, first aid (including CPR), and the risks involved in their jobs?	_____	_____
6. Is electrical and electronic equipment (exclusive of breaker boxes, switch boxes, receptacles, and similar items), guards, barriers, access doors, covers, or plates marked to indicate the electrical hazard present upon removal of such devices?	_____	_____
7. Is battery maintenance or work conducted IAW safety practices set forth in ASR 385-1?	_____	_____
8. Are appropriate eye and face deluge facilities available?	_____	_____
9. Is proper personnel protective clothing and equipment provided and worn?	_____	_____
10. Are procedures set forth to have a second person, who is first aid and CPR qualified, posted as a safety observer when work is being performed in a manhole, or underground vault, on a pole, tower, or near an exposed energized electrical circuit with an electrical potential exceeding 70 volts AC or DC, including remote locations?	_____	_____

	<u>Yes</u>	<u>No</u>
11. Is the main electrical disconnect switch or circuit breaker identified?	___	___
12. Are personnel aware of its location, and is it easily accessible?	___	___
13. Are facilities that are not illuminated by natural sources equipped with operational emergency lighting?	___	___
14. Is the emergency lighting system tested monthly?	___	___
15. Do all doors that are designated as exits have signs with the word "EXIT" in legible letters at least 6 inches high with the principle strokes of the letters at least 3/4 of an inch wide?	___	___
16. Are exit signs illuminated by a reliable light source?	___	___
17. Are door passages or stairways, which are neither an exit nor a way of access to an exit, which are located or arranged so that it may be mistaken for an exit, identified by a sign reading "Not An Exit" or by a sign indicating its actual designation?	___	___
18. Are standard operating procedures prepared IAW ASR 385-1 for:		
(1) Electrical and/or electronic maintenance.	___	___
(2) Manhole or vault work.	___	___
(3) Antennas, towers, utility poles, or elevated structure operations.	___	___
(4) Eye, noise, or chemical hazards.	___	___
(5) Fire prevention.	___	___
(6) Vehicle or structure maintenance.	___	___
19. Is the minimum headroom (clearance) of working spaces about service equipment, switchboards, panel boards, or motor control centers 6 feet 3 inches?	___	___
20. Are live parts of electrical equipment operating at 50 volts or more guarded against accidental contact?	___	___
21. Are single-throw knife switches connected so that the blades are dead when the switch is in the open position?	___	___

22. Are switchboards that have any exposed live parts located in permanently dry locations and accessible only to qualified persons? _____
23. Are safety belts and straps used when work is performed at positions more than 4 feet above ground? _____
24. Are tools and personnel protective equipment such as ladders and rubber gloves inspected daily by a competent person to ascertain that they are in good condition? _____

Comments:
